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Adm - 12, 7

DDS&T-3993-68

18 OCT 1968

MEMORANDUM FOR: Director of ELINT
Director of Research and Development
Director of Special Activities
Director of Computer Services
Director of Scientific Intelligence
Director of Foreign Missile and Space Analysis Center
Director of Special Projects

SUBJECT: Local Travel by Privately Owned Vehicle

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REFERENCES:

(a)
(b)

1. A review of mileage rates as paid by the several Offices of the DDS&T show a difference in the amount reimbursed per mile in addition to different interpretations of references on this subject.

2. To establish uniformity within the Directorate, future claims for official use of personal vehicle will be reimbursed as follows:

a. All travel within the Metropolitan Washington area -- ten cents per mile except those frequently traveled routes specified in reference (a) where flat rates are prescribed.

b. All travel outside the Metropolitan Washington area -- twelve cents per mile. (This includes locations enumerated in reference (b).)

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15/

[Redacted Signature]

Executive Officer
Directorate of
Science and Technology

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